



Michael Havens
Superintendent of Schools

Phone: 315-524-0201
Fax: 315-524-4233
mhavens@wayne.k12.ny.us

Wayne Central School District

LETTER to the BOARD

March 11, 2005

"Music.... Gives a soul to the universe, wings to the mind, flight to the imagination... and life to everything."
- - Plato

Greetings from Wayne Central School District. Below are some items of interest.

Newsletter:

1. **Director of Facilities:** As I talked to you last night, I have considered all three candidates and am recommending our own Bob Miller for the position. Bob is currently the Assistant Director. I believe he will do an excellent job for the district. He is very excited about the opportunity. I will bring him to a Board meeting in the near future for you to meet. The salary for the position is in the low \$60,000s.
2. **HS Senate Student Memorial Dinner:** The High School, specifically the Junior Class, has lost 4 students from their grade. The Student Senate wants to put together a Memorial at the school and are hosting a fundraising pasta dinner at the Branding Iron on Monday, March 21 from 5-8 p.m. Tickets are \$9.00 for adults and \$4.50 for children and can be purchased in the HS main office. If anyone is interested in attending please let Lori know and she can get the tickets for you or they can be mailed to you.
3. **Public Relations Position:** Enclosed is a draft job description of the Public Relations position. The duties and skills come from about 50 public relations positions I reviewed on the web. The salary range is based on research I had Mark do of local positions. Please review and email any suggestions you have. Because this position is of particular interest to the Board, I ask that you select a Board member to be part of the committee.
4. **Model Schools:** In late June the next team of people will attend model schools training. The team will consist of teachers, parents, administrators and Board members. I ask that the Board begin considering what two members should receive their training this year.

5. **Board/Administrative Retreat:** We picked several dates to consider for the Board. Possible dates include, 7/5, 7/6, 7/7, 7/11, 7/12 and 7/13. We will meet from 4-9 PM. Would you please email me the dates you could and could not attend.

6. **Events:**
 - March 14 – FE Parent Group Meeting @ Media Center – 6:30 p.m.
 - March 14 – Meet the Spring Coaches Meeting @ PAC – 7 p.m.
 - March 16 – Music in out Schools Instrumental Concert @ PAC – 7 p.m.
 - March 22 – HS Art Show – HS Gym Entrance – 7:00-9:00 p.m.
 - March 24 – Board of Education Meeting @ Freewill Elementary - 7:30 p.m.

7. **Attachments:**
 - a. [Public](#) Relations Specialist Job Description
 - b. WFL BOCES March 14 Board [Meeting](#) Agenda
 - c. [Safety](#) Committee Meeting Minutes – 2/17
 - d. [Ontario](#) Town Board Meeting Minutes – 2/7
 - e. Wayne’s World - February

Public Relations Specialist

Summary:

The Public Relations Specialist implements a comprehensive public relations program to publicize and promote Wayne Central students, activities, achievements and programs.

Duties and Responsibilities:

1. Responsible for all aspects of creating, formatting, publishing and distributing district newsletters.
2. Writes news releases and takes photographs for all local newspapers/TV/radio; works to get media coverage of school district news.
3. Prior to final publication, reviews and edits all district publications which will be disseminated to the general public.
4. Creates, implements, evaluates, and updates the district communication plan.
5. Conducts formal and informal research to determine public opinion and attitudes as a basis for planning and action.
6. Conducts information campaign for district elections.
7. Coordinates layout, design and production of district website and Public TV station.
8. Vigorously publicizes student and staff achievements including performances, exhibitions, displays, dedications and recognitions.
9. Answers public and new resident requests for information; maintains extensive background files; keeps records of district history.
10. Provides public relations training to staff and PTO in areas such as talking to the media, communicating in a crisis, and recognizing that non-teaching staff are an important part of the PR team.
11. Helps plan/publicize district's parent, senior citizen and community service programs. Develops ways to bring the community into schools.
12. Plans and coordinates special events such as open houses, tours, dedications, and student achievement awards ceremonies.
13. Performs miscellaneous job-related duties as assigned.

Required Skills, Knowledge and Abilities:

1. Strong interpersonal and verbal communication skills including the ability to communicate to people in a concise and clear manner.
2. Ability to write, evaluate and edit the content, structure, grammar and format of a range of written material.
3. Ability to produce professional quality and artistically appealing newsletters, brochures, flyers, posters, manuals and booklets.
4. Ability to collect, analyze and summarize data.

5. Knowledge of communication principles, media, and public relations techniques.
6. Skills in the use of database management, word processing, spreadsheet, and/or presentation software.
7. Ability to coordinate a variety of complex tasks simultaneously.
8. Advanced organizational and prioritizing skills.
9. Ability to achieve the professional confidence of others and to elicit cooperation of others.
10. Ability to remain calm and to calm others even under difficult circumstances.
11. Ability to work well with a variety of people and organizations.
12. Excellent analytical, critical thinking and judgment skills.

Working Conditions: The Public Relations Specialist reports to the Superintendent's Administrative Assistant. He or she is a full time, 12-month, exempt employee.

Educational requirements: Minimum of Bachelors degree in Public Relations, Public Administration, Journalism or an equivalent field

Starting Salary: \$30,000-\$35,000

WAYNE-FINGER LAKES BOARD OF COOPERATIVE EDUCATIONAL SERVICES

Regional Support Center
Eisenhower Building, Large Conference Room (first floor)
Newark, New York

Regular Meeting - Monday, March 14, 2005

AGENDA

1. Call to Order – Nancy Scher
 OI
 a. Request for Executive Session
 A
 (Contingent upon adoption of a motion during the public portion of the meeting in accordance with Section 105 of the Public Officers Law)

◆It is anticipated that the Regular Business Meeting will reconvene by 7:30 PM

- b. Pledge of Allegiance – Nancy Scher
 OI
2. Welcome and Introductions – Nancy Scher
 OI
 a. Guests
 b. Representatives from Component Boards
3. Public Comment
4. Approval of the Agenda – Nancy Scher A
5. Approval of the Minutes Regular Meeting of February 28, 2005 –Nancy Scher A
6. Educational Presentation – Reading Recovery – Anita Hawkins & Peg Brewer
 OI/WI
7. Reports and Correspondence OI
 a. Board Members
 b. Board Committee Reports
 c. District Superintendent
 d. Strategic Plan Update
8. Consensus Agenda – Keith Henry A
 a. Treasurer's Reports for General and Special Aid for the Month Ending January 2004
 b. Budget Change Summary
 c. Routine Action Items
 1. Acceptance of Donated Vehicle
 2. Acceptance of Donated Vehicles
 3. Phelps-Clifton Springs Lease

9. Personnel – Jim McNeil
 - a. Certified
 - b. Non-Certified

10. Policies – Jim McNeil

A

 - a. First Reading
 1. P5121 – Sexual Harassment (Personnel)
 2. P5150 – Recruitment, Selection, and Appointment of Personnel
 3. P5301 – Summary of Administrator Benefits
 4. P5302 – Summary of Benefits for Certified Non-Bargaining Unit Employees
 5. P5303 – Summary of Benefits for Non-Certified, Non-Bargaining Unit Employees
 - b. Second Reading
 1. P4450 – Cash in School Buildings and Petty Cash Funds
 2. P4470 – Tuition Rates: Technical and Career Education and Special Education
 3. P4450 - Exposure Control Program
 4. P4560 – Records Management
 5. P4570 – Drug and Alcohol Testing for School Bus Drivers and Other Safety-Sensitive Employees
 6. P5141 – Human Immunodeficiency Virus (HIV) Related Illnesses (Personnel)
 7. P5110 – Code of Ethics for All BOCES Personnel
 8. P5151 – Temporary and Part-Time Employees

11. CTE Awareness Project Update – Jo Foster & Joe Galante
OI/WI

12. Update on Staff's Review of Financial Practices – Keith Henry
OI/WI

13. Change Order for Materials Lay Down Area – Keith Henry
A

14. Acceptance of Audits – Keith Henry
A
 - a. Extra Classroom Audit
 - b. Single Fund Audit

15. Other Business – Nancy Scher

OI/WI

 - a. Spring Meeting with a Cluster of Boards
 - b. Regional Leadership in Education and Economic Development

16. Adjournment – Nancy Scher
A

REGIONAL SUPPORT CENTER
NEWARK, NEW YORK

TO: Safety Committee Members:
Chris Shaffer - Committee Co-Chairperson (MS Asst. Principal)
Fred Prince - Transportation
Maureen Doyle – MS, PE
Tom Lucieer – OE, Maintenance
Mark Callahan - DO, Administration
Lori Sensenbach – OP, SCRIP
Bob Magin – FE, Instructional
Frank Gough – HS, Science Dept.
Kim Smith - SRO

FROM: Don Davis – Committee Co-Chairperson (Dir. of Facilities)

RE: Meeting Minutes

DATE: February 17, 2005

This is a recap of today's safety committee meeting.

New Business:

Student & staff accidents: The only issue deals with student accidents in the middle school gym. A student slid into the unpadded section of the gym wall and broke both wrists. Corrective measures (wall padding) are currently included in the '05-'06 O&M budget. I am confident that this line item will stay in the budget this year and will be addressed during the upcoming summer recess.

The cold and flu season has been upon us. During my Right-to-Know presentations, I emphasized the need for thorough hand washing to reduce the spread of germs. In addition, I tried to hire a couple of college students for the purpose of sanitizing desk tops, door knobs, and phones. However, they worked more as substitute cleaners to offset attendance issues in my own department. We will do a great deal of sanitizing during the upcoming break. It is my hope that people will return to work healthier after February break.

I reviewed the results of the posting of our annual SH-900 staff accident report for 2004. According to my records we have about 534 people on our staff. Out of this we had 8 recordable accidents (those that required more than first aid to treat and/or lost time from work). A total of 42 days were missed and 50 days of restricted duty. In 2003 we had 6 recordable accidents and that was down from 14 in 2002. I praised the support our administration and Board of Education has given safety in our district over all the years I have been safety committee chairperson.

Old Business:

Attached is a copy of the bomb threat protocols for committee members. These have been reviewed by administrative council and the district's policy committee. For the most part, protocols were accepted as submitted.

Administrative council is currently reviewing the evacuation drill. A rubric was developed for use in the evaluation process. Another drill is being considered for next spring. Administrative council is also considering a "field trip" to Pal/Mac to see their facilities and get an idea of how we will be setting up and functioning there. I will recommend that one or more of the staff (who are designated to leave each building to set up prior to the busses arriving at Pal/Mac) attend this as well. It was recommended that some type of Pal/Mac site plan be attached to our evacuation plan to assist staff in knowing where to stage at their facilities.

Bob Magin asked if hold open devices were going to be added to the security doors in the Freewill foyer. I said they were and may be installed during the break.

Our next regular safety committee meeting (both 8:00 AM & 2:30 PM meetings) is tentatively scheduled for either Thursday, April 14th or Thursday May 12th. I suspect my replacement will also continue as safety committee chairperson. If so, I will take the opportunity to introduce this person during our meeting in May. If not (knowing how hectic the end of the school year gets) we will meet in April. I will notify you as soon as I can.

Thank you.

B1

Bomb Threat Protocols

November 15, 2004

Evacuation

All bomb threats will be reported to the building administrator (or designee) immediately. When a bomb threat is received via telephone the recipient will record information on the telephone threat checklist (located under or near phone). In all cases involving a bomb threat, the building administrator will confer with the bomb sweep team leader to evaluate the level of threat and appropriate response. In the case of disagreement, the most stringent recommendation will be implemented in a timely manner. Based on the nature and level of the threat, the building administrator may choose not to use PA systems, cell phones, and/or two way radios for communication. A carrier system may have to be implemented.

The building administrator will:

- a) Notify the district emergency disaster plan coordinator/bomb sweep team leader (Director of Facilities) or designee (Senior Maintenance Mechanic) immediately.
- b) Notify all staff (via approved procedures) to “secure your area and await further instructions.” This announcement triggers staff to:
 - conduct a visual search of their respective rooms
 - prepare students to gather personal belongings for pending evacuation
 - indicate on their room door that the room has been searched (use red or green tags)
 - await evacuation instructions.
- c) Notify Superintendent of Schools that a threat has been received.
- d) Notify police (911) that a threat has been received.
- e) Notify bus garage that a threat has been received.
- f) Coordinate sweep with bomb sweep team leader in searching command post, exits, pathways, areas of public assembly, all non-instructional areas, and final evacuation destination/gathering area for suspicious items.
- g) Direct orderly evacuation to outside area or to other building for sheltering or (if weather dictates) to an inside area that has been cleared and sanitized.
- h) Direct bomb sweep team efforts from the Command Post.
- i) If a suspicious item is found, police will be immediately contacted for assistance (notify 911). Local fire and ambulance services will be put on stand-by.
- j) Notify other district buildings and consider lockdown and/or sweep procedures.
- k) Make recommendation to the Superintendent of Schools that the building is safe for re-entry or need to coordinate early student dismissal.
- l) Refer to Quick Reference (as needed) in the District’s Emergency Disaster Plan (section B1).

The Superintendent of Schools will make the final decision that the building is safe for re-entry or need to implement early student dismissal plan.

The district emergency disaster plan coordinator will promptly forward a bomb threat report data sheet to the facilities planning department at the NYS Education Department as soon as the building is declared safe for re-entry.

PreClearance and Security Screening in Lieu of Evacuation

This option may only be implemented prior to the receipt of an actual bomb threat. This option is appropriate when a school reasonably anticipates the receipt of a bomb threat or if there is a particular concern over the possibility of a bomb threat. An example of this may be at the time of final exams/regents exams, in the case of "copy cat" bomb threats, etc. Such preclearance will be directed by the building administrator (or designee). Such procedures will occur prior to the beginning of the school day (before the arrival of students). The building administrator (or designee) will:

- a) Notify the Superintendent of Schools of the planned implementation of preclearance procedures.
- b) Have a planning/coordination meeting that includes (at a minimum) building SCRIP team and the emergency disaster plan coordinator. This meeting will be necessary to coordinate sweep operations as well as student checkpoints and other precautions taken based on the evaluated level of the threat.
- c) Notify all staff via e-mail/written note in mailbox that preclearance screening will be implemented and that staff are to conduct a visual search of their respective rooms. Indicate on their room door that the room has been searched (use or red or green tags). Staff to notify main office ASAP if a red tag is attached to their door.
- d) Notify bomb sweep team leader to search parking lots (associated grounds as needed), exits, pathways, areas of public assembly, all non-instructional areas (including restroom & locker rooms) and any classrooms not having a red or green tag.
- e) Have monitors assigned to walk around the outside of the building if State examinations are being administered.
- f) If a suspicious item is found, police will be immediately contacted by the building administrator for assistance (notify 911). Local fire and ambulance services will be put on stand-by.
- g) Determine that the building is safe for school activities or delay opening of school.
- h) Upon opening of school the building administrator will assure that:
 - Monitors will be assigned at each exit/entrance to assure no entry to the facility except through the designated checkpoint.
 - Students will not be allowed to enter the building more than 30 minutes prior to the start of school or the beginning of the exam.
 - All students will only be admitted to the building after passing through a checkpoint to ensure that they are bringing with them only lunch/snacks and other pre-approved items. All book bags and backpacks must be inspected.
 - In the case of exams, students will be allowed only in the specific areas of the building where the exams are being administered.
 - Other precautions may be implemented depending on the evaluation of the threat.

FEBRUARY 7, 2005

ONTARIO TOWN BOARD PUBLIC HEARING AND MEETING

A special meeting of the Ontario Town Board was called to order by Supervisor Molino at 7:00 PM in the Ontario Town Hall. Present were Supervisor Joseph Molino, Councilmen: Mark Brewer, Ronald Fillmore, Donald Shears, Superintendent of Water Utilities Robert Wykle, Town Attorney Patricia Crippen and Town Clerk Cathy Herzog.

Absent: Councilman Donald Camp, Highway Superintendent William Slocum, Building Inspector/Code Enforcement Officer Edward Collins, Director of Recreation & Parks William Riddell, Accounting Supervisor Lois Buckalew, Sole Assessor Eileen Perkins, Interim Library Director Christine Attinasi and Dog Control Officer Mark Plyter

Nineteen residents and visitors were present at portions of the meeting.

Mr. Brewer led the Pledge of Allegiance.

Comments From the Public – None

Mr. Molino opened a public hearing at 7:03 PM to consider proposed Local Law # 1 of 2005 authorizing the entry into a payment in lieu of taxes agreement between the R.E. Ginna Nuclear Power Plant, LLC and the Town of Ontario. The legal notice was posted on the Town Clerk's bulletin board and published in the Wayne County Mail on 1/27/05 and 2/3/05.

Ms. Crippen gave a brief synopsis of the proposed Local Law. She stated the proposed local law grants an exemption from taxation to the R.E. Ginna Nuclear Power Plant and authorizes an agreement to enter into a payment in lieu of taxes (PILOT) for a period of ten years.

Mr. Brewer added there have been negotiations between the owners of the facility and the three taxing authorities, the town, county and school to come to an agreement that is mutually acceptable for the PILOT payment agreement. He stated all parties negotiated in good faith and both sides should be commended. He announced the amount settled upon is \$260,000,000.00. He noted that figure is assessment based and not dollars so that if the tax rate changes over the term of the PILOT the amount of taxes paid will vary. That, he stated was a crucial negotiation. He reviewed some numbers and calculations that he made that showed the agreement to be favorable to the town. He explained how the budget was developed for the current year in regards to the assessment of the plant.

Mr. Richard Clark, 2501 Lake Road, read from the Exhibit "A" PILOT Agreement, Article II, Section 3.2 Tax-Exempt Status of the Plant Property and he asked if this meant that the plant

property would be exempt from special ad valorem taxes and assessments such as the sewer district?

Ms. Crippen stated she had the same concern and the town's legal counsel (in the negotiations) assured her that the Ginna Plant would not be exempt from their share of the special district taxes based on the \$260 million dollar figure.

Mr. Clark stated that is not how Section 3.2 reads.

Ms. Crippen and Mr. Brewer stated that they too had concerns over that language. They were told that the plant is not exempt from tax for special districts. The Town Clerk stated she collects about ten PILOT payments and they all have tax bills in addition to the PILOT payment for watershed, fire protection and sewer district (copies provided to Town Attorney). Mr. Brewer agreed that the language in the agreement does not read that way but he and Ms. Crippen have asked and been told that the plant would pay their share based on the \$260 million dollar figure.

Mr. Wykle stated he is concerned because of the impact on his sewer budget if the plant was not included.

Ms. Nancy Frey, 1076 Lake Road, asked how the PILOT agreement impacts the rest of the tax base of the town?

Mr. Brewer stated budget development this year was a little unique because they didn't know when an agreement would be reached or what the final assessed value of the plant would be. The agreement came after the tax bills were sent but the town did some budget entries to offset any impact on this year's budget

Mr. Craig Litt, 1042 Ridge Road, asked what happens with the PILOT agreement when the plant puts in more capital improvements to the property? He asked if new construction was exempt for additional taxation?

Ms. Crippen read Section 3.7 "Addition of non-nuclear generating capacity" which states "if the company adds merchant generating capacity on the plant property that is unrelated to the operation and maintenance of the plant, the real property elements of the associated improvements shall be subject to tax outside of the agreement."

There was a discussion on increasing the capacity of the plant, the plant license extension, the sale price of the plant and new ownership, and the negotiations of this new proposed agreement.

A motion was made by Mr. Brewer, seconded by Mr. Shears, to **close the public hearing at 7:12 PM.**

4 Ayes 0 Nays 1 Absent (Camp) MOTION CARRIED

Approval of Minutes - Mr. Molino asked for approval of the minutes of the January 24, 2005, Town Board meeting. A motion was made by Mr. Shears, seconded by Mr. Brewer, to **approve the minutes as presented.** 4 Ayes 0 Nays 1 Absent (Camp) MOTION CARRIED

Correspondence – The Town Clerk received correspondence from the Ontario Golf Club, Inc., informing the town that they have submitted a renewal application to the NYS Liquor Authority, as required by law.

A motion was made by Mr. Brewer, seconded by Mr. Shears, to **accept and file the correspondence.**

4 Ayes 0 Nays 1 Absent (Camp) MOTION CARRIED

Town Attorney Report – None

Department Head Reports -

Superintendent of Water Utilities – A motion was made by Mr. Brewer, seconded by Mr. Shears, to **accept the January 2005 report as presented.** 4 Ayes 0 Nays 1 Absent (Camp) MOTION CARRIED

Mr. Wykle noted on his report that the town received insurance reimbursement for hydrant damage and a money order for illegal dumping of trash on town owned property.

Superintendent of Highways – A motion was made by Mr. Shears, seconded by Mr. Brewer, to **accept the January 2005 report as presented.** 4 Ayes 0 Nays 1 Absent (Camp) MOTION CARRIED

Building Inspector/Code Enforcement Officer – A motion was made by Mr. Brewer, seconded by Mr. Shears, to **accept the January 2005 report as presented.** 4 Ayes 0 Nays 1 Absent (Camp) MOTION CARRIED

Director of Recreation & Parks – A motion was made by Mr. Brewer, seconded by Mr. Shears, to **accept the January 2005 report as presented.** 4 Ayes 0 Nays 1 Absent (Camp) MOTION CARRIED

Mr. Brewer stated he would like to thank the Recreation Director William Riddell, his staff, the co-sponsors Friends of the Park and the Ontario Chamber of Commerce, and all of the volunteers who participated in the 1st Annual Winter Festival.

Sole Assessor – A motion was made by Mr. Shears, seconded by Mr. Brewer, to **accept the January 2005 report as presented.** 4 Ayes 0 Nays 1 Absent (Camp) MOTION CARRIED

Ontario Public Library - A motion was made by Mr. Shears, seconded by Mr. Brewer, **to accept the January 2005 Library report as presented.** 4 Ayes 0 Nays 1 Absent (Camp) MOTION CARRIED

Ontario Town Court – A motion was made by Mr. Fillmore, seconded by Mr. Brewer, **to receive the January 2005 report as presented.** 4 Ayes 0 Nays 1 Absent (Camp) MOTION CARRIED

Dog Control Officer – A motion was made by Mr. Shears, seconded by Mr. Brewer, **to accept the January 2005 report as presented.** 4 Ayes 0 Nays 1 Absent (Camp) MOTION CARRIED

Watershed Management Advisory Council – A motion was made by Mr. Fillmore, seconded by Mr. Brewer, **to accept the January 2005 report as presented.** 4 Ayes 0 Nays 1 Absent (Camp) MOTION CARRIED

Old Business - None

New Business – A motion was made by Mr. Brewer, seconded by Mr. Shears, **to adopt a RESOLUTION**

**ADOPTING LOCAL LAW # 1 OF THE YEAR 2005 OF THE TOWN OF
ONTARIO APPROVING PAYMENT IN LIEU OF TAXES AGREEMENT**

WHEREAS, the Town Board (“Town”) of the Town of Ontario (“Town”) previously authorized negotiations with R.E. Ginna Nuclear Power Plan, LLC (“Company”), the owner of the R.E. Ginna Nuclear Power Plant (“Plant”), regarding the real property tax treatment of the Plant; and

WHEREAS, the Plant has a nameplate rated capacity of 495 megawatts, contains real property located in the Town and identified on the Town tax rolls as Tax Parcel SBL #62119-00-620947, Tax Parcel SBL #62119-00-860424, Tax Parcel SBL #62119-00-426493, and Tax Parcel SBL #62119-00-315465, and includes, without limitation, cooling facilities that extend or may extend into Lake Ontario, any equipment used in generating electricity using nuclear power, equipment leading from the Nuclear Facility to the point of interconnection with the electric transmission system, and property that is or becomes located on the land described in Exhibit “A”, but shall not include any equipment in the electric transmission system or any property owned by RG&E; and

WHEREAS, Sections 485 and 490 of the Real Property Tax Law of the State of New York allow the Town to exempt nuclear powered electric generating facilities located within the Town from taxation,
special ad valorem levies and special assessments imposed by the Town; and

WHEREAS, the Town Board held a duly noticed Public Hearing on proposed Local Law No. 1 of the year 2005 of the Town (“Local Law”), which would, to the fullest extent permitted by Real

Property Tax Law Sections 485 and 490, exempt the Plant from taxation, special ad valorem levies and special assessments imposed by the Town, said Public Hearing held the 7th day of February, 2005, at the Town Hall, all interested persons having been heard; and

WHEREAS, the Town Board, after discussion, and after the Public Hearing, believes it would be in the best interest of the Town and its taxpayers, to exempt the Plant from taxation, special ad valorem levies and special assessments imposed by the Town, to the extent provided in Section 485 and 490 of the Real Property Tax Law, as more particularly set forth in the Local Law; and

WHEREAS, pursuant to Real Property Tax Law Section 485, the Town is permitted to enter into payment in lieu of taxes agreements with the owners of such nuclear powered electric generating facilities providing for payments in lieu of taxes to be made for no longer than the period during which any such facility is exempt from taxation pursuant to said Section 485 and the Local Law; and

WHEREAS, the Town further proposes to enter into payment in lieu of taxes agreement (“PILOT Agreement”) with the Company with respect to the Plant provide for such payment in lieu of taxes; and

WHEREAS, pursuant to Real Property Tax Law Section 485, the Town Board conducted a Public Hearing with respect to the execution of the PILOT Agreement, notice of which was duly published;

NOW THEREFORE, on a Motion made by Councilman Mark Brewer and Seconded by Councilman Donald Shears, **BE IT RESOLVED AS FOLLOWS**:

1. That pursuant to the Municipal Home Rule Law of the State of New York, Local Law No. 1 of the Year 2005 of the Town, a local law granting the Plant’s exemption from taxation, special ad valorem levies and special assessments imposed by the Town, to the extent provided in Section 485 and 490 of the Real Property Tax Law of the State of New York be adopted.
2. The Town Board has discussed the execution of the PILOT Agreement and has considered any oral comments received from the public in connection with the Public Hearing.
3. The Town Board authorizes the execution and delivery of the PILOT Agreement and any and all other certifications and documents necessary to implement and effect the PILOT Agreement with the Company.
4. The Town Supervisor is hereby authorized, on behalf of the Town, to execute and deliver the PILOT Agreement and any and all other certificates and documents necessary to effect such PILOT Agreement and approved as to form by the Town Attorney, and further to cause the Performance of all necessary filings related to same.

5. That copies of the Resolution, together with copies of the Local Law and the PILOT Agreement, shall be filed with the Office of the Clerk of the Town, as required by law, and further the Clerk for the Town file copies of the local law with the New York State Office of Real Property Services and Clerks of the County of Wayne and the Wayne Central School District within 30 days after the adoption hereof.

MOTION UNANIMOUSLY ADOPTED BY THOSE MEMBERS PRESENT.

4 Ayes 0 Nays 1 Absent (Camp) RESOLUTION ADOPTED

Mr. Brewer thanked the individuals who participated in negotiating the PILOT agreement, he stated he felt it was a fair agreement and that he appreciated the time and effort spent in coming to an agreement.

A motion was made by Mr. Shears, seconded by Mr. Brewer, to **authorize the Superintendent of Highways and Robert Fenn to attend the Annual Highway School on June 5-8, 2005 in Ithaca, NY and to charge all necessary and actual expenses for registration, meals, travel and lodging to be a town expense, not to exceed \$700.00**, as requested by the Superintendent of Highways in memo # 05-06. 4 Ayes 0 Nays 1 Absent (Camp) MOTION CARRIED

A motion was made by Mr. Brewer, seconded by Mr. Fillmore, to **authorize the accounting department to purchase three Dell computers with monitors for the lowest responsible quote, at state bid pricing, two at \$1,282.39 (with no modem) and one at \$1,306.32 (with Modem), as requested by the Accounting Department in a memo dated 2/2/05**. 4 Ayes 0 Nays 1 Absent (Camp) MOTION CARRIED

Mr. Brewer noted the Accounting Department obtained the required number of quotes but he stated he would like to see a quote included from Advance 2000, Inc. because they provide network and computer support for the town.

A motion was made by Mr. Brewer, seconded by Mr. Shears, to **adopt a**

RESOLUTION IN MEMORY OF EDWARD KEIRSBILCK

WHEREAS, EDWARD KEIRSBILCK was Town Councilman for the Town of Ontario during the time period of 1980 – 1983, and

WHEREAS, said service by **EDWARD KEIRSBILCK** includes 4 years as Town Councilman for the Town Board of Ontario, and

WHEREAS, EDWARD KEIRSBILCK has diligently served the residents of the Town of Ontario in a friendly and dedicated manner, and

WHEREAS, the demise of **EDWARD KEIRSBILCK** on January 28, 2005, is a great loss to the Town of Ontario, to his family and to the community,

NOW THEREFORE, in recognition of his service to the Town of Ontario residents and businesses, **BE IT RESOLVED** that the Town of Ontario expresses its sincere regret upon the demise of **EDWARD KEIRSBILCK**, and extends its deepest sympathy to his family.

BE IT RESOLVED, that this **RESOLUTION** be entered into the minutes of the Ontario Town Board Meeting on the 7th day of February 2005 and that a certified copy of this resolution be presented to his family by the Ontario Town Clerk. 4 Ayes 0 Nays 1 Absent (Camp) **MOTION CARRIED**

DEDICATION OF CARRIAGE COURT – CARRIAGE COURT SUBDIVISION (South of Paddy Lane)

A motion was made by Mr. Brewer, seconded by Mr. Fillmore, to **adopt a RESOLUTION for the**

ACCEPTANCE OF DEED

WHEREAS, **DANIEL LETTRO** has offered to deliver a Deed conveying to the **TOWN** the fee title to lands to be known as Carriage Court which lies to the south of Paddy Lane and is part of the Carriage Court Subdivision; and

WHEREAS, the **TOWN** wishes to accept a deed to the lands known as Carriage Court;

THEREFORE, BE IT RESOLVED, that the **TOWN** agrees to accept delivery of the deed from Daniel Lettro dated December 17, 2004, which describes the lands known as Carriage Court as said lands and are more particularly shown on a map prepared by Kreiling Associations, dated March 15, 2003, Drawing Number 02-3946, filed in the Wayne County Clerk's Office on October 8, 2003, Map No. M026211. 4 Ayes 0 Nays 1 Absent (Camp) **RESOLUTION ADOPTED**

A motion was made by Mr. Brewer, seconded by Mr. Fillmore, to **accept the dedication of land for Highway purposes known as Carriage Court in the Carriage Court Subdivision**. 4 Ayes 0 Nays 1 Absent (Camp) **MOTION CARRIED**

A motion was made by Mr. Brewer, seconded by Mr. Fillmore, to adopt a **RESOLUTION**

DEDICATION OF HIGHWAYS

WHEREAS, Daniel Lettro has offered to dedicate lands to the **TOWN OF ONTARIO** for highway purposes for a street of highway to be known as Carriage Court, which lies to the south of Paddy Lane and is part of the Carriage Court Subdivision; and

WHEREAS, the consent of the Town Board is required before the Superintendent of Highways will order the highway be laid out;

THEREFORE, BE IT RESOLVED, that consent be and the same is hereby given to the Town Superintendent of Highways of the Town of Ontario to make an order laying out the lands described in said dedication, dated December 20, 2004, for the highway purposes, in accordance with the provisions of the highway law and other statutes applicable thereto.

FURTHER RESOLVED, that the Supervisor is directed to execute a consent of the Town Board to be delivered to the Town Superintendent of Highways. 4 Ayes 0 Nays 1 Absent (Camp) **MOTION CARRIED**

A motion was made by Mr. Brewer, seconded by Mr. Fillmore, **to accept the OFFER OF DEDICATION for the Sewer, Water and Drainage Facilities from Daniel Lettro including two water main easements and two sanitary sewer easements for the Carriage Court Subdivision and authorize the Supervisor to execute the Offer of Dedication, as presented.** 4 Ayes 0 Nays 1 Absent (Camp) **MOTION CARRIED**

A motion was made by Mr. Brewer, seconded by Mr. Shears, to **authorize the Superintendent of Highways to seek bids for the 2005 Town Wide Spring Cleanup to be held Friday, May 6th from 7:30 AM – 6:00 PM and Saturday, May 7th from 7:30 AM to 4:00 PM, to the authorize and direct the Town Clerk to post and publish a legal notice to bidders,** as requested by the Superintendent of Highway in memo # 05-01. 4 Ayes 0 Nays 1 Absent (Camp) **MOTION CARRIED**

Policy Items -None

Budget Adjustments - A motion was made by Mr. Brewer, seconded by Mr. Shears, to **approve the following WATER FUND budget adjustments:**

increase 960/expense F 8330.2 \$16,000.00 from 599/appropriated fund balance

increase 960/expense F 8340.2 \$7,240.00 from 599/appropriated fund balance

4 Ayes 0 Nays 1 Absent (Camp) **MOTION CARRIED**

Appointments/Resignations – Mr. Brewer stated an interview will be conducted after the next regular town board meeting on 2/28/05 for a vacancy on the Watershed Advisory Board. He added any other interested candidates should submit a letter of interest to the Town Clerk prior to that date.

Reports by Town Board Members - None

Approval of Claims - A motion was made by Mr. Shears, seconded by Mr. Brewer, to **approve the abstract of claims for the month of February 2005, including vouchers # 229 through # 352 with a grand total of \$709,221.85 and to authorize the Supervisor to issue payments for same.** 4 Ayes 0 Nays 1 Absent (Camp) MOTION CARRIED

Comments from the Public – None

Adjourn - A motion was made by Mr. Brewer, seconded by Mr. Fillmore, to **adjourn at 7:25 PM.** 4 Ayes 0 Nays 1 Absent (Camp) MOTION CARRIED

Respectfully submitted,

Cathy Herzog
Ontario Town Clerk

The above minutes will become official upon approval of the town board.